



One Day Program Caregiver Checklist

Contact us: 880-852-4474 or customercare@gsneo.org

Before Registration:

- Log onto ACTIVE net and set up your account. To do this, use your email associated with your MyGS account and select forgot password. This will send you an email to set your new password.
- Check out the Summer Program Guide and pick out your favorite camps and decide which ones you are going to attend.
- Mark your calendar for Registration Opening on February 24th at 6 AM.
- Encourage friends to register too. If your camper wants to share their camp experience with a friend from their troop or school, encourage the friend to register right away to ensure space is available.

First Things, First:

- Mark your calendar for our four Spring Family Fun Days and Open House opportunities. Check out the sites, meet other campers and the Camp Directors.
 - The Jane Norton Girl Scout DreamLab- March 29, 2026, 2-4 PM
 - Camp Ledgewood- April 12, 2026, 2-4 PM
 - Camp Sugarbush- April 19, 2026, 2-4 PM
 - Camp Timberlane- April 26, 2026, 2-4 PM
- Check out the Camp Essentials: Caregiver and Troop Leader Handbook. This book contains information about all the different program types offered at our summer camps. Review the General information and One Day Camp sections.
- Share your camper's excitement for summer camp on social media. Tag GSNEO with #GSNEOSummer2026

Two Weeks Before Camp:

- Go to the Summer Camp Forms and Information page for all the specific forms and information that your camper needs.
 - Camper Health Form
 - Camper permissions and guidelines

- Begin completing your camper's health form and camper permissions and guidelines.
- Reach out to Customer Care with any special accommodations.
 - Phone: 800-852-4474
 - Email: customercare@gsneo.org
 - Live Chat at www.gsneo.org during business hours
- Talk to your camper about the experience
- Review the packing list to allow time to find or purchase anything your camper doesn't already have.

One Week Before Camp:

- Label belongings that will be making the trip to camp with your camper's name.
- Review the Camper Guidelines with your camper.
- Look up directions to camp and plan your trip. Be sure to double-check your check-in time and camp date.
- Check your email for any program specific information.

Day of Camp!

- Double check that your camper has everything packed and ready to go.
- Double Check that you have:
 - Directions
 - The correct check-in time and dates
 - Completed forms
 - Any prescription medications in their original container.
- Remember to leave your pets at home.
- Plan to arrive at camp on time or a few minutes early. Drop-off is a busy time, check in starts at 8:30 AM.
- To drop off your camper, park in the main parking lot and proceed to check in table. Bring your paperwork and any medications with you.
- Camp Staff will be waiting to sign your camper in and help them get settled.
- Call the Camp Office (Camp Ledgewood- 330-650-4743/ Girl Scout DreamLab 330-780-3396/Camp Timberlane 440-965-7234) if your camper will be arriving late, be absent, or you will be late picking up.
- Afternoon pick up begins at 4:00 PM. **A photo I.D. is required.**

One Day Packing List

Camp LedgeWood and Camp Timberlane

- Required Forms
- Sunscreen
- Emergency Medicine (i.e. EpiPen)
- Bug spray
- Backpack
- Water Bottle
- Layers appropriate for weather
- Swimsuit and Towel (if program is swimming)
 - LedgeWood – S'mores and more, Splish Splash, Giggles & Games, Peace and Pampering
 - Timberlane- Campfire and Friends, Pirates vs. Mermaids, Float your boat
- Change of clothes
- Sturdy Closed-Toed Shoes
- Adrenaline Seekers**- Long Pants and Sturdy Closed-Toed shoes (non-crocs)

The Jane Norton Girl Scout DreamLab

- Required forms
- Water Bottle
- Emergency Medicine (i.e. EpiPen)
- Packed Lunch